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**Safety**

**WING MUNITIONS HANDLING**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements Air Force Policy Directory (AFPD) 91-2, *Safety Programs Information*. It complies with the following: Air Force Manual (AFMAN) 91-201/AFRC Supplement 1, *Explosives Safety Standards*; Air Force Instruction (AFI) 91-202, *USAF Mishap Prevention Program*; AFI 91-204, *Investigating and Reporting Mishaps*; Twenty Second Air Force (22AF) Instruction 91-101, *Explosives, munitions, and ammunitions*; and Dover Air Force Base (DAFB) Instruction 91-201, *DAFB Weapons Safety Program*. It establishes and standardizes procedures and responsibilities for the 512th Airlift Wing concerning the inspection, issue, loading, and turn-in of blank munitions used during field exercises. This instruction applies to all personnel assigned to the Wing that are tasked to use blank ammunition (ammo). It is coordinated with Wing Safety, Security Forces, and Munitions offices.

**SUMMARY OF REVISIONS**

This instruction is revised to reflect the new Air Force numbering system, deletion of attachments, changing the inspection process for loading munitions and Non-specific grammatical changes. A bar ( | ) indicates a revision from the previous edition.

**1. General Instructions:** When munitions operations are not covered in sufficient detail by other applicable publications such as technical orders (T.O.), local operating instructions (OI) are required. Compliance with the cardinal principle for munitions safety is mandatory: *“Expose the minimum number of people to the minimum amount of explosives for the minimum amount of time.”*

**2. Objective:** The provisions of this instruction apply whenever blank munitions are present during an exercise or training mission. It is the responsibility of each Squadron Commander or member designated by the Squadron Commander to ensure the separation of training and weapons courier munitions and that live munitions are not introduced into a training field exercise in accordance with (IAW) AFMAN 91-201, paragraph 2.14.

### 3. Requirements:

3.1. The M-9 pistol will be used as guard weapons. Members armed with the M-9 and performing official guard duties will not be permitted into the training exercise area unless “real world” security is required in the training area.

Training area: Exercise area designated by the Wing commander or member designated by the commander in coordination with Wing Safety, Security Forces, Fire Department and Munitions.

3.2. Individuals carrying weapon(s) loaded with live ammo are also required to wear an orange reflective vest. Only those individuals qualified to carry the M-9 pistol will perform “Overwatch” (Guard Duty) for protection of resources used in field exercises. Guard M-9 Magazine(s) must indicate they are loaded with live ammo by painting the bottom footplate **red**

3.3. All Units will designate an overall Exercise Supervisor, in the grade of E-5 or above, who is in charge of all Observer/Controllers. The Exercise Supervisor will ensure that personnel are briefed on their responsibilities regarding accountability from a safety standpoint. Each Exercise Supervisor and Observer/Controllers will be responsible for conducting inspections of weapons and munitions to maintain 100% accountability of all expended and unexpended ammunitions, as well as the separation of training and weapons courier ammunition.

3.4. All M-16 magazines used for training and exercises with blank munitions will be identified by painting the bottom one-third of the magazine with a light to medium shade of **blue** paint. These are the only authorized weapon magazines to be used in exercise and training areas. Absolutely no other magazine/ammunition will be introduced into the exercise area.

3.5. Live ammo will be identified by painting the bottom one-third of the M-16 magazine with **red** to identify the magazine and the M-16 as containing “Live Rounds.”

### 4. Inspection/Loading:

4.1. Exercise Supervisor or a member designated by the Commander who is trained and qualified will perform the following actions:

4.1.1. Prior to start or termination of training, check all ammo pouches, rucksacks, mobility bags, gear, and magazines for live ammunitions. Brief all personnel regarding their responsibilities from a safety and accountability standpoint.

4.1.2. Visually inspect all blank munitions utilized by the 512th Wing prior to use in any/all field exercises to ensure that no live ammo is present IAW AFI 36-2226, AFRC Sup 1.

4.1.3. Supervise the loading of all magazines with blank munitions in a controlled environment under the observation of a disinterested third party familiar with blank and live munitions.

4.1.4. Ensure that all magazines containing blank munitions are identified by painting the bottom one-third of the magazine with a light to medium shade of **blue** paint, sealed with tape and marked with the initials of the member responsible for loading.

4.1.5. Ensure that all magazines containing blank munitions are stored in an approved metal container during exercises. The container will be sealed and “**Blank Ammo**” will be written in large legible words on the outside of the container.

4.1.6. Ensure that live or blank ammo will not be issued to other than Security Forces personnel without the supervision of a Combat Arms Instructor, Munitions Custodian, or other individual trained and qualified in accordance with DAFBI 91-201.

## 5. Issue:

5.1. The Commander shall designate an overall Exercise Supervisor who will oversee the issue of "Exercise-Safe" blank munitions for use in field exercises.

5.2. The Exercise Supervisor or member designated by the Commander will only issue munitions to a Point of Contact (POC), Supervisor or Team Leader via AF Form 1297, **Temporary Issue Receipt**, or AF Form 629, **Small Arms Hand Receipt**, for the container of blanks. The container of blanks will be marked in large legible words to designate "**Blank Ammo**" (be consistent throughout publication) prior to the POC, Supervisor, or Team Leader issuing blank munitions to their personnel; they will also inspect every weapon to ensure they are in proper working order.

5.3. The Squadron Supply Representative will maintain at a minimum, all AF Forms 1297 for a period of 90 days from date of exercise.

5.4. At a minimum, the following information will be included on file:

- 5.4.1. Participants name, rank and signature
- 5.4.2. Date of issue
- 5.4.3. Name, rank and signature of issuing official
- 5.4.4. Description and quantity of weapons issued
- 5.4.5. Date of turn-in

## 6. Turn-In:

6.1. All unexpended rounds, dud and/or damaged blank munitions will be returned to the issue point upon completion of the exercise. The Exercise Supervisor and Observer/Controllers will ensure all personnel and equipment are inspected for any unfired blank rounds.

6.2. The Exercise Supervisor or Senior NCO designated by the Commander will oversee or monitor the removal of blank munitions from magazines.

6.3. The Exercise Supervisor will visually inspect all unexpended blank munitions to ensure "blank rounds" are not stored with expended or live munitions.

6.4. Upon completion of the inspection, unexpended blank munitions will be stored in the original container according to lot number and a seal will be placed on the container. The outside of the container will be marked "**Blank Ammo**" along with the quantity.

6.5. The overall Exercise Supervisor will have sweeps conducted to the maximum extent possible to collect expended blank ammunition. AF Form 2005, **Issue Turn-In Request**, will be filled out for the number of rounds expended; munitions remaining will then be returned to the supply point.

6.6. Upon returning from the exercise(s), a clearing barrel and safety glasses will be available. All weapons will be cleared at the clearing barrel prior to turn-in to the armory or storage vault and exit from the exercise area. The Unit Commander or designated representative will appoint a Clearing Barrel Supervisor to monitor the clearing operation IAW AFMAN 31-229.

**7. Safe Firing Distances:** To meet the requirements of Air Force T.O. 11W3-5-5-42, *Unit and Direct Support Maintenance Manual (M16, 5.56mm)*, no M-16A2 Rifle shall be discharged within 25 feet of any individual.

**8. Emergency Procedures/Communications:**

8.1. The Safety Official designated by the Commander or Exercise Supervisor, will have a cellular phone or radio to enable him/her to contact emergency personnel to include Wing Safety and the Security Forces Control Center in the event of a mishap or abnormal condition.

8.2. The Safety Official will obtain a list of emergency numbers to contact from the exercise area in the event of a mishap or abnormal condition. Appointed individual will ensure the Security Forces Commander, Security Forces Control Center, Munitions Supply Officer (MASO), Base Medical Personnel, Base Command Post, Fire Department, and Wing Weapons Safety Office is notified of any mishaps and complete any necessary paperwork.

8.3. The Safety Official will establish a clearing area where weapons can be checked prior to and after, in the event of a mishap during the exercise.

8.4. The Safety Official or member designated by the Commander will perform and document inventories of both live and blank munitions to include a reconciliation of assets at the start of the training exercise, change of shifts, and at the end of the duty day.

8.5. All “out of balance” conditions shall cause the training operations to be terminated until the “out of balance” condition is resolved.

8.6. The following notifications will be made whenever the Base Training Area is to be used: Security Forces Control Center, Base Operations, Base Command Post, Base Fire Department and Wing Weapons Safety Office.

**9. Safety Officials:**

9.1. The 512<sup>th</sup> Wing Safety Office will ensure that all personnel appointed by the Commander’s Safety Officials/Designated Members shall be trained prior to participating in field exercises.

9.2. The appointed Safety Official will conduct a pre-task safety briefing prior to exercise. A sign in sheet will be completed and maintained for a period of 90 days in the squadron’s safety office. At a minimum the following will be on the sign-in sheet:

9.2.1. Date of briefing

9.2.2. Name and Rank and Signature of briefing official

9.2.3. Name and Rank of individual attending the briefing

9.2.4. A description, copy, or location of briefing materials used

**10. Transportation of Munitions:** Only properly trained and certified GOV operators will drive munitions laden vehicles. Transportation and protection requirements of munitions states that ALL personnel transporting munitions shall be transportation qualified and tested in accordance with DAFBI 91-201, paragraph 3.3. Firearms transportation and protection requirements will be IAW AFI 31-101, paragraph 23.5.2.3.

**11. Protecting of Firearms Under Field Conditions :**

11.1. When deployed in the field for actual or exercise purposes, firearms (regardless of risk category) must be under continuous positive control. The Commander may elect to consolidate firearms in a central location to make surveillance easier. Weapons are never left unattended or unsecured. The deploying commander must establish and enforce procedures for protecting deployed firearms. Procedures must be based on the following guidelines:

11.2. Persons charged with custody of the weapons (off base only) must be armed and have the capability to sound an alarm if a forceful theft is attempted.

**NOTE:** The armed guard requirement may not be used when the exercise is located on a secured installation. Live ammo and blank ammo will not be mixed together inside the exercise area; however, designated protection custodians must have the capability to sound the alarm and contact the Force Protection Control Center at all times whether on or off base.

11.3. An armed response force must be capable of responding within 10 minutes.

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Commander